

# **Aquidneck Island Planning Commission**

## **Meeting of the Board of Directors**

**AIPC Office 321 East Main Road Portsmouth RI 02871**

**Friday April 8, 2005**

**Attendees: Peter Martin, Robert Quigley, Art Weber, Dick Wimpres, Roger Poisson, Robert Beaver, Ronald Wolanski, Jan Eckhart, Paige Bronk, Bob Gilstein, Tina Dolen**

**Peter Martin, Chairman, convened the meeting at 12 noon**

**Minutes from the March 4, 2005 Directors' meeting were approved as printed (Dick Wimpres abstained since he was not in attendance at that meeting)**

### **KEY OUTCOMES: APRIL 8 MEETING**

- Bob Quigley reported that the WSMP Public Workshop of April 7 was well attended and appeared to be well received**
- The AIPC has offered consulting services to Portsmouth, and will extend as applicable to Middletown with respect to forming a Regional Development Agency that has the ability to receive potential BRAC property transfers as well as guiding development in the respective communities**
- Jan Eckhart reported that there may be a funding opportunity in a grant project with which he is involved**

- **The Municipal Training class on Shoreline Planning Issues will take place Thursday night April 28 at the Green Valley Country Club**
- **AIPC suggested that Tina dedicate sufficient time to complete its IRS 501 (c) 3 application (for non-profit status) prior to the April 30 deadline**
- **The Board agreed that the outcome of the WSMP is of critical importance to the future reputation and standing of the AIPC. All efforts possible should be made to ensure this document is of the highest caliber**
- **Jan Eckhart suggested that a third party review of the Draft Plan might be helpful**
- **Tina reported to the Board that the Land Use Planner had been essentially available on a very limited basis throughout her tenure (due to health and other reasons) and the work output consisted primarily of the TIP program applications**
- **Tina also reported that in her experience to date, the sum total of AIPC projects and responsibilities extend well beyond the capacity of a single individual, and that the Land Use Planner did not do much to alleviate that situation.**
- **Tina will prioritize tasks and offer solutions for outsourcing or otherwise addressing remaining duties**
- **Workshop report from Sue Kennedy is appended here**

**Respectfully submitted,**

**Tina Dolen,  
Executive Director**

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**Report from Sue Kennedy, URI Sea Grant Program Consultant, on  
results from the:**

**Aquidneck Island Planning Commission Board of Directors'  
Mini-workshop**

**Friday, April 8, 2005 12 p.m. – 1:30 p.m.**

**12:00 noon Brief review of Objective 1: Vision & Mission Sue  
Kennedy**

**Task: Agree on schedule for periodic review**

**Results: Board agreed to review its vision and mission at least once a  
year – the review will take place at the AIPC annual retreat.  
Suggestions included:**

- Consider not changing vision and mission at all – change the objectives that come beneath them.**
- Place vision in condensed form on the AIPC letterhead**

## **12:15 a.m. Work on Objective 2: Prioritizing Projects**

**Sue, T. Dolen**

**Task: Work through project matrix with criteria**

**Results: Board agreed to review the project list informally, evaluating projects against the criteria list, and determined the following are key projects and in-house focus areas for the rest of 2005:**

### **Projects**

- **West Side Master Plan**
- **Municipal training**
- **Transportation**

### **In-house focus areas**

- **Public relations**
- **Accounting**
- **Grant funds**
- **Web Site**

**The board will discuss further whether a formal consensus process is needed to prioritize projects and whether the entire board needs to participate in project selection. See attached matrix for notes regarding priority projects, finished projects and funding needs.**

**Next steps:** The board was assigned matrix homework, with board members agreeing to go through the project list more closely and prioritize projects using the criteria as a guide. The members will submit their work to Tina who will tally up the responses. Directors may also volunteer to be the Board lead person on various projects.